

Town of Corinth
Board of Selectmen
PO Box 461
Corinth, VT 05039

Unapproved Minutes Of Financial
Meeting September 7, 2021

Attending for the Board: Rick Cawley, Carl Demrow, Nick Kramer. Anne Rosten, select board clerk.

Others attending: Dick Kelley, treasurer; Raymond Moulton, Geoffrey Hoots, Norm Collette, members of the Cemetery Commission; Suzanne Hansen via Zoom call.

The meeting was conducted in person and on Zoom. Chair Cawley called the meeting to order at 7:00 PM.

Warrants and Bills

Discussion began with questions on the warrant. First was a question about the \$28,000 to Integrity Energy; payment for the photovoltaic system solar installation at the fire station. The board asked Kelley about the first payment of \$14,484 and also the \$1000 on signing the contract and that the warrant needed to reflect the balance owed to Integrity Energy. Next were questions on various items such as road materials, payments on town equipment, etc. Kelley noted a bill from Key Communications that he challenged for some remote support. They agreed to cut the bill in half. He also informed the board that \$138,394 for the ARPA funds were deposited in the town's account. Kelley then reported that the town clerk had noticed a strong smell of propane near an office window. After investigating further a faulty fitting was found; An Irving technician was called who came out, fixed it and billed the town. Kelley disputed the bill as we have a maintenance contract with the company. He and the board discussed looking into other more local fuel suppliers and Thompson Fuels was suggested by Kramer who will check prices with them. Kramer then made a motion to accept the warrant with the correction reflecting the balance owed to Integrity Energy. Demrow seconded and the motion passed unanimously.

Payroll: The board noted the wage increases for the highway personnel became operative on the first of August. Demrow made a motion to accept the payroll. Kramer seconded and the motion passed unanimously.

Accounts payables: Treasurer Kelley and the board reviewed the payments of \$3300 to Johnson Hardware for road materials and culverts, \$28,738 to People's bank for the grader, and \$26,256 to John Deere for equipment. Kelley also noted that there is \$11,000 for tax overpayment. Demrow made a motion to approve the Accounts payable. Kramer seconded and the motion passed unanimously.

Audit Status

Kelley informed the board that the audit should be ready a month from today. Assistant treasurer Hansen agreed and was optimistic that all will be caught up by then.

ARPA funds

Kelley said the second payment came in. Chair Cawley warned that until the board fully understands what exactly the funds can and cannot be used for we need to proceed cautiously. The federal rules will be out by the first of the year and the board will then be better informed as to how to move forward. Then public input will be encouraged through meetings, surveys, etc. Cawley stated that the board will keep it on the agenda for future select board meetings.

Cemetery commission finances

Cawley opened this discussion with a summary of all the cemetery commission has accomplished in the past year with the accounting system. The board is in agreement that the perpetual care funds need to be in a separate account and there needs to be better access by the commission. He then asked Kelley if he would give the new system a try and set it

up. Kelley agreed with reservations as to what exactly would be expected of him. Moulton added that the priority was for the system to be simplified for the treasurer, the commission, and anyone coming into these positions in the future and encouraged Kelley to get the funds separated. Hoots stated that the commissioners needed to have better access and more often. The commission offered to pay Kelley to restructure the system. Kelley stated that he would decide how to set up the new system and would provide the commission with a monthly report that they may review. It was also noted that this is an extremely busy time of year for the treasurer. Members of the board all acknowledged the work and progress the three cemetery commission members have made over the past year and that their revised system looks good minus the copious details. It was decided to have Kelley move forward in setting up the new system and provide a report to the commission and the commission has 60 days to review.

Treasurer's office / assistant treasurer

Kelley and the board discussed the duties for an assistant treasurer. The need is mostly for payroll and filing at this time. Kelley stated that the job could be an 8 hour a week flexible position and that he would like to advertise the job opening. It was decided to put help wanted ads in the Journal Opinion, the Valley listserve, the Corinth /Topsham listserve, the Front Porch Forum, etc. Kelley will type up the ad.

Other business that comes before the board

Kelley said he has not contacted a possible candidate yet for the handyman position but will soon.

Kramer made a motion to adjourn at 8:46 P.M. Demrow seconded and the motion passed unanimously.